

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				025658			
SECTION A GENERAL							
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD	
PICCOLO, Joseph S.			8DEC 35	M	GS-09	SJ	
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
JR. OFFICER TRAINEE			OTR/JOTP		Hqs. (WH)		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT				
XX CAREER			INITIAL		REASSIGNMENT SUPERVISOR		
CAREER-PROVISIONAL (See Instructions - Section C)			XX ANNUAL		REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			SPECIAL (Specify):				
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)				
31 October 1964			13 July 1964 - 30 Sept. 1964				
SECTION B PERFORMANCE EVALUATION							
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1						RATING LETTER	
Participated in the debriefing of a Cuban Intelligence Service defector in the Headquarters area						S	
SPECIFIC DUTY NO. 2						RATING LETTER	
Handled, debriefed, and participated in the training (including S/W, ONVL, and W/T medium speed) of a newly recruited Cuban agent-- this duty performed during a 5 weeks TDY in Brussels, Belgium.						S	
SPECIFIC DUTY NO. 3						RATING LETTER	
SPECIFIC DUTY NO. 4						RATING LETTER	
SPECIFIC DUTY NO. 5						RATING LETTER	
SPECIFIC DUTY NO. 6						RATING LETTER	
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER	
10 NOV 1964						S	

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SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

Mr. Piccolo, who previously was assigned to WH/SA/CI from September 1962 to December 1963, was reassigned to the Branch on 13 July 1964 after completing the six months Junior Officer Trainee training course.

Having had previous experience in Cuban operations, Mr. Piccolo was immediately assigned the duty of assisting in the debriefing of a Cuban Intelligence Service defector. Mr. Piccolo performed this in a very capable fashion and his efforts significantly increased the flow and quality of information from the defector.

Also during this period Mr. Piccolo was sent TDY to Brussels, Belgium, to handle, debrief, and participate in the training of a very important--but difficult to handle--newly recruited Cuban agent. Inasmuch as this agent was expecting to return to Cuba soon, Mr. Piccolo was responsible for "wrapping up" in the field (with Headquarter's direction) all the necessary elements including radio communications, S/W, and concealment devices to dispatch the agent to Cuba. In this exceedingly difficult assignment Mr. Piccolo performed well, displaying considerable resourcefulness and initiative.

Mr. Piccolo's fluency in Spanish makes him a particularly valuable officer for WH/SA/CI operations. He is a conscientious, dependable, intelligent, and well-educated officer who gets along well with his fellow employees.

SECTION D

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

SIGNATURE OF EMPLOYEE

23 Oct 64

Mr. Piccolo

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

2

DATE

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

23 October 1964

COPS, WH/SA/CI

Richard M. Tansing
Richard M. Tansing

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Mr. Piccolo is a sensitive aggressive officer with a promising future at his feet in a practical situation.

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

26 x 64

C/WH/SA/CI

Harold F. Swenson
Harold F. Swenson

SECRET